

DD/A Registry

85-1256

ROUTING AND RECORD SHEET

SUBJECT: (Optional)

Staffing for the Historical Review Program

FROM:

Director of Information Services
1205 Ames

EXTENSION

NO.

OIS 85-153

STAT

DATE

5 April 1985

STAT

TO: (Officer designation, room number, and building)

DDA/MS

1. DDA/CMS

EO/DDA

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ADDA

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DDA/MS

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D/OIS
1205 Ames

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DATE
RECEIVED FORWARDED

10 APR 1985

10 APR 1985

11 Apr 85 Seen

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

Upon receipt of attached memo, I called [redacted] and advised him that the DDA did not have the authority to approve the conversion of personal services funds to nonpersonal services funds. Requests of this nature require Comptroller approval. Since the Directorate already has unfunded requirements in personal services requirements, the Comptroller could not approve the attached request. Early in FY 1985, we provided OIS with \$344K for Independent Contractor salaries and furniture/equipment associated with FOIA, Top Secret Auditing, and Historical Review Programs. [redacted] advised that they can come up with \$25K out of the \$344K which was provided to them to satisfy their immediate requirement for IC salaries related to the Historical Review Program. Recommend reprogramming in the amount of \$25K.

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EO/A Registry
85-1256

OIS 85-153

5 APR 1985

MEMORANDUM FOR: Harry E. Fitzwater
Deputy Director for Administration

FROM:
Director of Information Services

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SUBJECT: Staffing for the Historical Review Program

1. Now that work on preparing the report to the Oversight Committees is progressing nicely, we have turned our attention to hiring the right people to do the necessary identification and declassification review for the Historical Review Program. As we mentioned in the last Quarterly, we have issued Agency-wide vacancy notices and have asked the Deputy Director for Operations, Intelligence, and Science and Technology each to nominate one or two qualified officers for rotational assignment to the Classification Review Division (CRD) as reviewers.

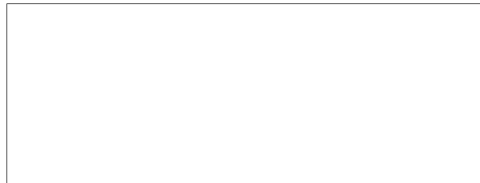
2. As you will recall, of the 10 positions dedicated to the Historical Review Program, 8 came to OIS to augment the CRD staff for this program. We are looking for officers who have strong substantive backgrounds, particularly in the DI and the DO, and who have a keen understanding of the security implications of intelligence work. Two qualified DI officers (one representing the scientific analytical discipline and the other from the political/economic analytical discipline) were identified via the vacancy notice system. A chief for the program has also been identified who took his degree in history and has extensive experience in the DI. Necessary supportive personnel have also been identified. We are in active dialogue with the DO regarding the assignment of DO experienced officers but the prospects appear slight because of the shortage of experienced officers relative to the DO's own needs. We have had better success in identifying qualified annuitants who are willing to work on a part-time basis and perform historical review. We have identified four who are willing to assist us and two of these are presently cleared for use. Two willing retirees have extensive DO experience and one had service with the OSS and other CIA predecessor organizations whose records will be the first to be considered for review under the Historical Review Program. With the remaining two, we have both extensive DI experience and strong technical knowledge. We also have good leads on two other retirees with excellent DO experience. At this time we believe that the only realistic way we can get the experience we need to start the program is by rehiring annuitants as independent contractors.

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3. We have an administrative problem with using annuitants for historical review. We have personal services money available (SUB OBJECT CLASS 1101) but insufficient non-personal services money (SUB OBJECT CLASS 2539) to pay for additional independent contractors. What we would like to do for the remainder of this fiscal year is convert funding for one staff position for one-half year (approximately \$25,000) to independent contractor money, thereby allowing us to employ two part-time annuitants as independent contractors for the remainder of this fiscal year. Two of our annuitant prospects are cleared and ready for employment now and are not subject to the new rules on employing annuitants. We would still have one staff position (and available personal services money) for a DO officer if one is identified. We would not propose giving up this one staff position at this juncture as we feel it would be more appropriate to have staff officers performing historical review and would work toward the goal of having all staff personnel on the historical review program. However, if we find this to be a unrealistic goal, we may propose to you the transfer of additional personal services monies to independent contractor monies particularly in FY 1986. In any case, we will have the equivalent of 8 employees dedicated to the historical review program so as to meet the intent of the Oversight Committees.

4. Your approval for reprogramming \$25,000 from personal services funding to non-personal independent contractor monies is requested.



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The recommendation contained in paragraph four is approved

Deputy Director for Administration

Date

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DD/OIS/ (4 Apr 85)

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